



Agenda Item Number: 2005-6-6K

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: June 28, 2005

Department: Audit Committee **Staff Contact:** Don Goldfarb, CPA, Chairman

TITLE: RFP# 29-05-BB – Internal Audit Services

ACTION: Motion to:

1. Award of RFP # 29-05-BB to REDW LLC to provide internal audit services to Bernalillo County.
2. Authorize the County Manager to execute the Internal Audit Contract with REDW LLC to provide internal audit services to Bernalillo County.

SUMMARY:

The Bernalillo County Purchasing Department in conjunction with the Audit Committee coordinated the RFP process. The Audit Committee requests approval of REDW LLC as the highest ranked firm that responded to RFP # 29-05-BB. This RFP is for an internal audit contractor to independently review, evaluate and report on internal control and the effectiveness and efficiency of County departments, agencies, and programs for which the Board has delegated responsibility to the County Manager. The internal audit contractor, independent of County administration, will report to the Audit Committee and the County Commission and/or their designee.

In accordance with NMSA 13-1-117, [Competitive Sealed Proposals, Award], the Selection Advisory Committee recommended that award be made to the responsive offeror whose proposal is most advantageous to the County based on the evaluation factors set forth in the RFP. Following interviews, the Committee ranked the five highest scoring offerors as follows:

1. REDW LLC
2. KPMG LLC
3. Grant Thornton
4. Wiener Strickler LLC
5. Patillo, Brown & Hill LLC

ATTACHMENT:

1. REDW LLC - Proposal Submittal (Binder)

FISCAL IMPACT

Funding for the Internal Audit contract is included in the 2nd year of the Biennial Budget in account number BC01-560300-08GS.

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

The Audit Committee is recommending the award of the RFP to REDW LLC. I recommend approval. TL 6/23/05

DEPUTY COUNTY MANAGER FOR FINANCE

The independent analysis and feedback provided by internal audits is important for elected officials, management, and department directors. Independent analysis provides direction to departments for improvements in their control systems in addition to assessing current systems and procedures. The knowledge that systems are operating as they should be with adequate, functioning internal controls provides, additional assurance that the County's assets are safeguarded. Dan Mayfield 6/23/2005

LEGAL

The Bernalillo County Commission can delegate authority to the County Manager to execute the Internal Audit Services Contract. TDC 6/23/05

FINANCE

Accounting	The purpose of internal audits is to determine whether County resources are used efficiently, prescribed policies and procedures are followed, and the County's objectives are met. Internal audit services will provide independent evaluation and appraisal. Greg Stricklin, Director 6/23/05
Purchasing	Proper procurement procedures have been followed for the solicitation and recommendation to REDW LLC. Purchasing has reviewed the required documentation for completion and accuracy and concurs with the recommendation of the Selection Advisory Committee. Billy Baca, Senior Buyer 6/23/05
Contracts	A contract control number will be issued upon execution of agreement for Internal Auditing Services, per RFP #29-05-BB The initial term of the Agreement will be for one year with an option for the County to extend said Agreement, upon mutual agreement between the parties, for three additional years, one year at a time. Billy Baca, Senior Buyer 6/23/2005
Risk Management	The Contractor shall provide a certificate of insurance naming the County as an additional insured with the like kinds and amounts of insurance as referenced in Section A of the RFP. David A. Baca, Risk Management 6/23/05